



**Santos Manuel
Student Union**

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**California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Tuesday, June 23, 2015
Minutes**

Members Present: Hamid Azhand, Ryan Bracken, Aaron Burgess, Dr. Mary Fong, Shakeh Ghazaryan, Diana Hernandez Aguilar, Tyler Hicks, Dr. Josephine Mendoza, Anaiza Moreno Gonzalez, Jake Orta, Casey Ysaguirre, Jorge Zatarain

Members Absent: Jessica Pitzek, Dr. Alysson Satterlund

Staff Present: Susan Avery, Jesse Felix, Monie Johnson, Maria Najera-Neri, Anthony Roberson

Guests Present: Juan Garcia, Edgar Lopez, Joseph Weatherbie

Call to Order: The meeting was called to order at 12:59 p.m.

Roll Call: A verbal roll call of attendees was conducted.

Approval of SMSU Board of Directors Minutes from June 11, 2015:

M/S Zatarain/Bracken to approve the SMSU Board of Directors Minutes from June 11, 2015.

Motion passed.

Open Forum: None

Adoption of Agenda: M/S Zatarain/Bracken to approve the SMSU Board of Directors Agenda for June 23, 2015.

Mr. Burgess requested that the agenda be amended to add item SMSU 07/16 - Approval of Paid Sick Leave Policy.

The amended agenda was approved.

New Business:

SMSU 01/16 Election of Officers (Action, Jasso)

M/S Ghazaryan/Hicks to open the election of the officers for the Board of Directors.

Mr. Burgess shared with the Board the responsibilities of the chair, vice chair, and secretary.

Mr. Zatarain nominated Mr. Bracken for the position of chair and shared his qualifications for the position. Mr. Bracken was elected by unanimous consent.

Mr. Zatarain nominated Ms. Ghazaryan for the position of vice chair and shared her qualification for the position. Ms. Ghazaryan was elected by unanimous consent.

Mr. Zatarain nominated Ms. Moreno Gonzalez, Ms. Hernandez Aguilar, and Mr. Orta for the position of secretary. Each candidate spoke about their qualifications for the position. A vote was taken and Mr. Orta was selected to be the Board Secretary.

SMSU 02/16 Authorization for the Executive Committee to make decisions on behalf of the Board of Directors during the summer (Action, Burgess)

M/S Zatarain/Orta to authorize the Executive Committee to make decisions on behalf of the Board of Directors during the summer.

Mr. Zatarain shared with the Board that business does come up over the summer and it is necessary for the Executive Committee to make decisions on behalf of the Board of Directors during this time.

Motion passed.

SMSU 03/16 Distribution of Meeting Dates for 2015-2016 (Discussion, Burgess)

The Board discussed changing the meeting date and time for the 2015-2016 academic year. Since classes have already been selected, Mr. Burgess suggested that the Board be provided more advanced notice for a change to occur. The meeting dates and times will not be changed at this time. With this discussion serving as advanced notice of a change, this item will be revisited during the Fall quarter for potential changes in later quarters.

SMSU 04/16 SMSU Board of Directors Retreat (Discussion, Burgess)

Mr. Burgess shared with the Board that there will be a retreat during the summer. This includes a visit to another CSU student union. It will likely take place in September. As this is decided, more information will be shared with the Board members.

SMSU 05/16 SMSU Pub Flooring Purchase in the amount of \$9,389.00 (Action, Burgess)

M/S Zatarain/Ghazaryan to approve the SMSU Pub Flooring Purchase in the amount of \$9,389.00.

Mr. Roberson shared with the Board the need to replace the flooring in the Pub. It is a tripping hazard. Since they are in the process of renovating and replacing the furniture, this seems like the

perfect opportunity to take care of the flooring as well. The floor would be replaced over the summer.

Rising count 11 – 0 – 1. Motion passed.

**SMSU 06/16 SMSU Bay Lighting Purchase in the amount of \$10,864.00
(Action, Burgess)**

M/S Ysaguirre/Zatarain to approve the SMSU Bay Lighting Purchase in the amount of \$10,864.00.

Mr. Felix shared with the Board the reason for this purchase. The dimmers in the Bay are no longer working properly and the current lighting fixtures can no longer be secured appropriately.

Rising count 11 – 0 – 1. Motion passed.

SMSU 07/16 Approval of Paid Sick Leave Policy (Action, Burgess)

M/S Ghazaryan/Zatarain to approve the Paid Sick Leave Policy.

Mr. Burgess shared with the Board that the paycheck provider, Paylocity needed a policy in place to include the balance of Paid Sick Leave on paycheck stubs. This policy was approved at a previous Board meeting; however, this document reflects a condensed version of the policy.

Rising count 11 – 0 – 1. Motion passed.

Announcements: None

Adjournment: The meeting was adjourned at 1:50 p.m.

Minutes reviewed and approved by:



Jake Orta, Secretary, Board of Directors

10/16/15
Date